# 3.3 Messages & Reports Menu

## 3.3.1 Mission Log Report

The Mission Log Report screen provides the capability to display the Daily Mission Log Report.

To get this screen:

Daily Mission Log --> Mission Log Report



Figure 3-26: Mission Log Report Screen

Buttons and Data Fields Descriptions:

Number of items found in the mission database matching the selection criteria.

#### **Total Retrieved:**

Number of items retrieved and displayed by the Mission Index display screen.

#### [More]

Press to see more of the report.

[All]

Press for seeing all the report.

[Print]

Press for printing the report.

[Cancel]

Press for returning to the previous screen.

[Help]

Displays the on-line help for this screen.

#### 3.3.1.1 **Print**

All Print buttons will give you the same print screen.

This screen looks and operates exactly the same as the screen described in section 3.2.1.9. For buttons and data field descriptions and a picture of this screen, see Section 3.2.1.9.

## 3.3.2 Mission Recap Query

The Monthly Mission Recap Report is normally generated after the end of a flying month to serve as a history of the past month's flying activities.

To get this screen:

Monthly Mission Recap --> Mission Recap Query



Figure 3-27: Mission Recap Query Screen

Buttons and Data Field Descriptions:

#### Period:

Enter a valid month and year for which to generate a report.

### [Narrative]

Display the narrative remarks for the report.

## [OK]

Generate the report.

#### [Cancel]

Returns to the GRIS main menu screen.

#### [Help]

Displays the on-line help for this screen.

## 3.3.2.1 Narrative Detail/Update for Mission Recap

The Narrative Text Detail screen allows the entry of narrative text, which is inserted at the beginning of the report.

To get this screen:

Monthly Mission Recap --> Mission Recap Query --> [Narrative] --> Narrative Detail/Update



Figure 3-28: Narrative Detail/Update for Mission Recap

Buttons and Data Field Descriptions:

#### **Text Window:**

#### [Save]

Saves the changes made in the text window of the current screen.

#### [Undo]

Clears any editing that the user may have begun.

#### [Cancel]

Returns to the previous screen.

#### [Help]

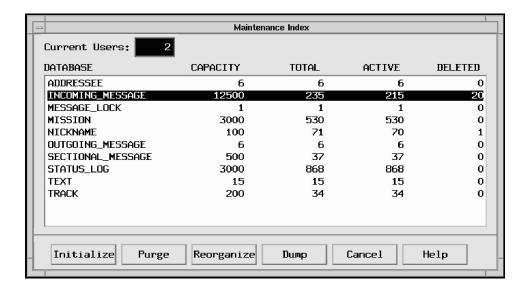
Displays the on-line help for this screen.

## 3.3.2.2 Mission Recap Report

The Mission Recap Report screen provides the capability to display Missions in Recap format.

To get this screen:

Monthly Mission Recap --> Mission Recap Query --> [OK] --> Mission Recap Report



For buttons and data field descriptions see section 3.3.1.

#### 3.3.3 Mission Overview Query

The screen allows you to enter/indicate criteria for the Mission Overview Query.

To get this screen:

Mission Overview --> Mission Query

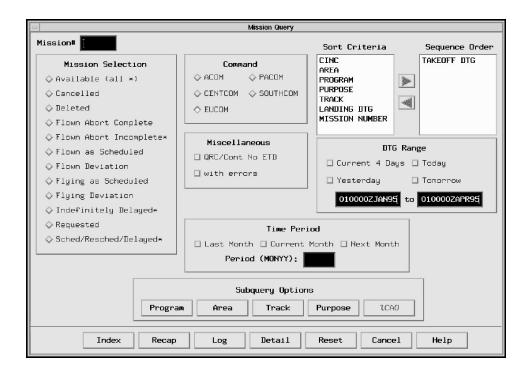


Figure 3-30: Mission Overview Query Screen

#### [Report]

Generate the Report according to the selections/criteria entered on this screen.

This screen looks and operates the same as the screen described in section 3.2.1, except that it has the [Report] button. For all other buttons and data fields descriptions see section 3.2.1.

#### 3.3.3.1 Mission Overview Report

The Mission Overview Report screen provides the capability to display the Mission Overview Report.

To get this screen:

Mission Overview --> Mission Query --> [Report] --> Mission Report

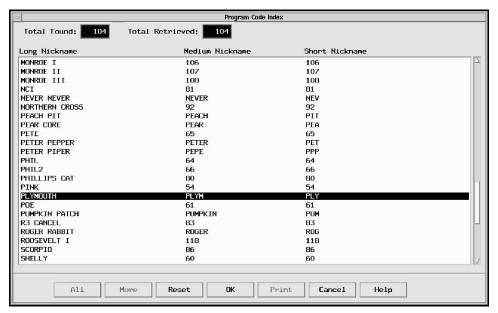


Figure 3-31: Mission Overview Report Screen

Buttons and Data Field Descriptions:

#### **Total Found:**

Number of items found in the mission database matching the selection criteria.

## **Total Retrieved:**

Number of items retrieved and displayed by the Mission Index display screen.

#### [More]

Press to see more of the report.

#### [All]

Press for seeing all the report.

[Print]
Press for printing the report.
[Cancel]
Press for returning to the previous screen.
[Help]
Displays the on-line help for this screen.
3.3.4.1 Mission Query for 2 Day Chart
To get this screen:
Mission Chart/Matrix> 2 Day Chart> Mission Query
This screen looks and operates the same as the screen described in Section 3.2.1 (You will find that the sort criteria are different). For buttons and data field descriptions and a picture of this screen, see Section 3.2.1.
3.3.4.2 Mission Query for 4 Day Chart
To get this screen:
Mission Chart/Matrix> 4 Day Chart> Mission Ouery

This screen looks and operates the same as the screen described in Section 3.2.1 (You will find that the sort criteria are different). For buttons and data field descriptions and a picture of this screen, see Section 3.2.1.

## 3.3.4.3 Mission Query for Mission Matrix

To get this screen:

Mission Chart/Matrix --> Matrix --> Mission Query

This screen looks and operates the same as the screen described in Section 3.2.1. (You will find that the sort criteria are different). For buttons and data fields descriptions and a picture of this screen see Section 3.2.1.

## 3.3.5 Track Dictionary Query

The Track Dictionary screen provides the capability to retrieve and display all or selected tracks.

To get this screen:

Track Dictionary --> Track Dictionary Query

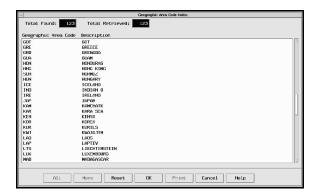


Figure 3-32: Track Dictionary Query screen

Buttons and Data Fields Descriptions:

#### Change #:

Change pages are to be printed, the entered change number will be printed on each change page.

#### [New Title]

Displays the Track Dictionary New Title page.

#### [Chng Title]

Displays Track Dictionary Change Title page.

#### [Distrib]

Displays the Track Dictionary Distribution page.

#### [Remarks]

Displays the Track Dictionary remarks.

#### [Generate]

Generates and displays the Track Dictionary Report or change pages (if Track Dictionary Index has be selected previously).

#### [Index]

Displays the Track Dictionary Index .

#### [OK]

#### [Cancel]

Press for returning to the previous screen. Displays the last Track Dictionary Report generated.

#### [Help]

Displays the on-line help for this screen.

## 3.3.5.1 Track Dictionary Report

The Track Dictionary Report screen provides the capability to display the Track Dictionary Report.

To get this screen:

<u>Track Dictionary</u> --> Track Dictionary Query --> [Generate] --> Track Dictionary Report

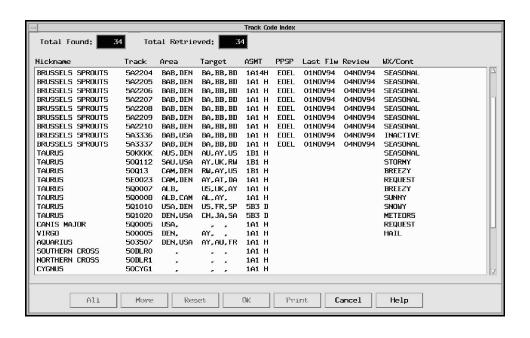


Figure 3-33: Track Dictionary Report screen

For buttons and data fields descriptions see Section 3.3.1

## 3.3.5.2 Track Dictionary Index

This screen displays the track dictionary table of contents in order to print change pages. Select the change pages you want printed and press [OK].

To get this screen:

<u>Track Dictionary</u> --> Track Dictionary Query --> [Index] --> Track Dictionary Report

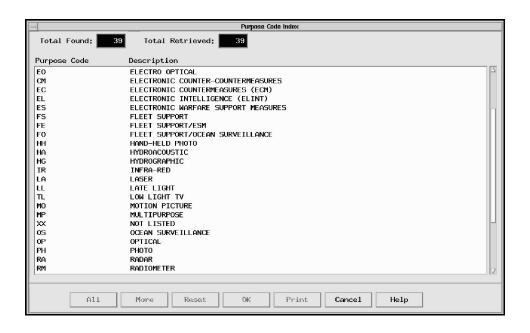


Figure 3-34: Track Dictionary Index Screen

## Buttons and Data Field Descriptions:

#### **Total Found:**

Number of items that match the selection criteria.

#### **Total Retrieved:**

Number of items retrieved and displayed by the interface.

## Track:

Track Number

#### Nickname:

Nickname associated with the track.

#### Chg#:

The change number associated with the page.

#### Pg#:

The page number, in format <chapter#>-<page#>.</page#></chapter#>
Page-Type:
What kind of a page it is.
Update:
Date last updated.
Review:
Date last reviewed.
[More]
Selection criteria entered on the previous screen resulted in the first N items being retrieved and displayed in the list be of the current screen. Initially only the first N items are displayed so that the user need not wait for all items matching the criteria to be retrieved before any are displayed in the list box. Press the More button for N more items.  [All]
Displays all items matching the selection criteria. If the total retrieved is very large, you may choose to press More repeatedly since there could be a delay in waiting for all matching items to be retrieved before any are displayed in the list box.
[Reset]
Clears all selections without leaving this screen.
[OK]
Display Track Dictionary Index.
[Print]
[Cancel]
Returns to the previous screen.
[Help]
Displays the on-line help for this screen.
3.3.5.3 Narrative Detail/Update for New Title
To get this screen:
<u>Track Dictionary</u> > Track Dictionary Query>[New Title]> Narrative Detail/Update for New Title

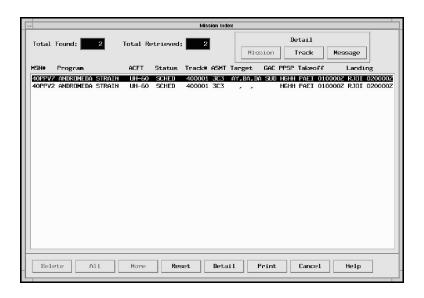


Figure 3-35: Narrative Detail/Update for New Title

For buttons and data field descriptions, see Section 3.3.2.1.

## 3.3.5.4 Narrative Detail/Update for Change Title

To get this screen:

<u>Track Dictionary</u> --> Track Dictionary Query --> [Change Title] --> Narrative Detail/Update for Change Title

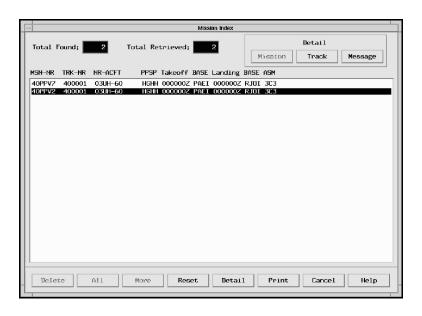


Figure 3-36: Narrative Detail/Update for Change Title

For buttons and data field descriptions, see Section 3.3.2.1 .

## 3.3.5.5 Narrative Detail/Update for Distribution

To get this screen:

<u>Track Dictionary</u> --> Track Dictionary Query --> [Distrib] --> Narrative Detail/Update for Distribution

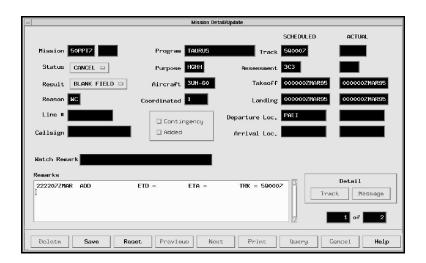


Figure 3-37: Narrative Detail/Update for Distribution

For buttons and data field descriptions, see Section 3.3.2.1.

## 3.3.5.6 Narrative Detail/Update for Remarks

To get this screen:

<u>Track Dictionary</u> --> Track Dictionary Query --> [Remarks] --> Narrative Detail/Update for Remarks

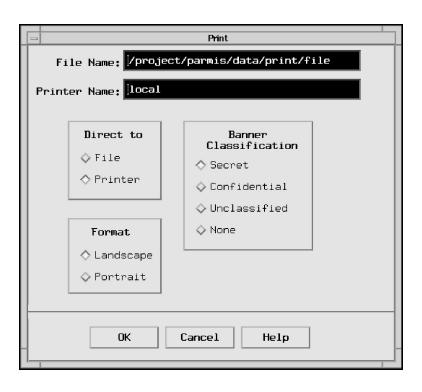


Figure 3-38: Narrative Detail/Update for Remarks

For buttons and data field descriptions, see Section 3.3.2.1.

## 3.3.6.1 Addressee Detail/Update for SRO Schedule (Part 1)

The Addressee Detail/Update screen provides the capability to review/edit the addressees for outgoing messages. To get this screen:

<u>Addressees</u> --> <u>Consolidated SRO Schedule (Part 1)</u> --> Addressee Detail/Update for SRO Schedule (Part 1)

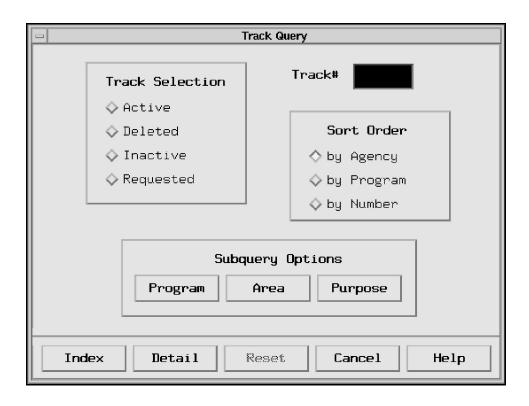


Figure 3-39: Addressee Detail/Update for SRO Schedule (Part 1)

## Buttons and Data field descriptions

#### Message:

Displays which outgoing message this addressee is associated with (non-editable).

TO: Precedence group options are mutually exclusive.

- Action-Routine
- <> Priority
- <> Immediate
- <> Flash

INFO: Precedence group options are mutually exclusive.

Action-Routine

<> Priority
<> Immediate
<> Flash
Declassification group options are mutually exclusive.
◇ Review
<> Declassified
<> Downgrade-Secret
Oowngrade-Confidential
Classification group options are mutually exclusive.
<> Secret
<> Confidential
Unclassified-EFTO
Unclassified
[] OADR
Indicates that agency code must also be entered when declassification instructions are used to make a classification change.
DDMONYY
Day, Month, Year date classification for use with declassification. Must be blank if OADR is selected, or Unclassified or Unclassified-EFTO selected.
Class Line Comment:
Enter comments for the classification line of the message.
From:
Enter addressee of the message originator.
TO: Addressees
Addressee names from Addressee code table.
INFO: Addressees
Addressee names from Addressee code table.
Remarks
Remarks concerning Addressees
[Save]
Saves indictated changes to the database.
[Undo]
Clears any changes that the user may have begun.
[Cancel]
Returns to the previous screen.
[Help]
Displays the on-line help for this screen.

# 3.3.6.2 Addressee Detail/Update for SRO Schedule (Part 2)

The Addressee Detail/Update screen provides the capability to review/edit the addressees for outgoing messages.

To get this screen:
Addressees> Consolidated SRO Schedule (Part 2)> Addressee Detail/Update for SRO Schedule (Part 2)
This screen looks and operates the same as the screen described in Section 3.3.6.1. For buttons and data fields descriptions and a picture of this screen, see Section 3.3.6.1.
3.3.6.3 Addressee Detail/Update for Fresh Milk
The Addressee Detail/Update screen provides the capability to review/edit the addressees for outgoing messages.
To get this screen:
Addressees> Fresh Milk> Addressee Detail/Update for Fresh Milk
This screen looks and operates the same as the screen described in Section 3.3.6.1. For buttons and data fields descriptions and a picture of this screen, see Section 3.3.6.1.
3.3.6.4 Addressee Detail/Update for SRO Summary
The Addressee Detail/Update for SRO Summary provides the capability to review/edit the addressees for outgoing messages.
To get this screen:
Addressees> SRO Summary> Addressee Detail/Update for SRO Summary
This screen looks and operates exactly the same as the screen described in Section 3.3.6.1. For buttons and data field descriptions and a picture of this screen, see Section 3.3.6.1.
3.3.6.5 Addressee Detail/Update
The Statistical Summary capability has not been implemented in this release.
Addressees> Statistical Summary> Not implemented in this release.
3.3.7 Outgoing Messages
3.3.7.1 Outgoing Message Generation for SRO Schedule (Part 1)
The Outgoing Message Generation screen is a small screen that prompts for entering time information before displaying the Outgoing Message Detail/Update screen.
To get this screen:
Outgoing Messages> Consolidated SRO Schedule (Parts 1)> Outgoing Message Generation

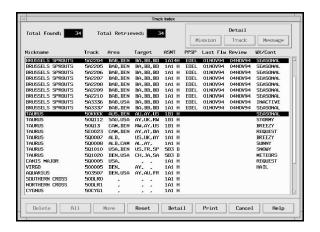


Figure 3-40: Outgoing Message Generation for SRO Schedule (Part 1)

#### Buttons and Data field descriptions

#### **Create Message for:**

Enter the period (month, year) for searching. Enter nothing to see the previously generated message.

#### Addressee:

Jumps to related Addressee.

#### **Header:**

Jumps to header for message.

#### Narrative:

This button is not applicable to this screen. It is always dimmed.

#### Footer:

This button is not applicable to this screen. It is always dimmed.

#### Mission:

Mission jumps to any errors caught during message generation.

#### [OK]

Display the Outgoing Message Detail/Update screen.

#### [Cancel]

Returns to the previous screen.

#### [Help]

Displays the on-line help for this screen.

#### 3.3.7.1.1 Outgoing Message Detail/Update for SRO Schedule (Part 1)

The Outgoing Message Detail/Update screen is used for displaying the outgoing messages, which can be edited before

transmission.

To get this screen:

\_\_\_\_\_

 $\underline{Outgoing\ Messages} \xrightarrow{-->} \underline{Consolidated\ SRO\ Schedule\ (Part\ 1)} \xrightarrow{-->} Outgoing\ Message\ Generation \xrightarrow{-->} [OK] \xrightarrow{-->} Message\ Detail/Update$ 

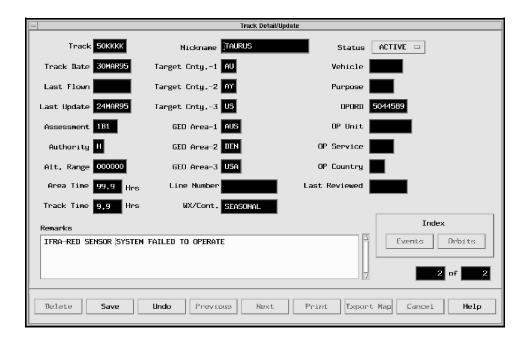


Figure 3-41: Outgoing Message Detail/Update for SRO Schedule (Part 1)

Buttons and Data fields descriptions

#### **Editing Window:**

The contents of the messages found to match the selection criteria are displayed in the large window of this screen, one message at a time.

#### 1 of 1:

Numbering of the records retrieved and displayed.

#### [Transmit]

This will cause the message to be written to a file and a write configurable script will be invoked to transmit the file.

#### [Process]

This button is not applicable to this screen. It is always dimmed.
[Mission]
This button is not applicable to this screen. It is always dimmed.
[Track]
This button is not applicable to this screen. It is always dimmed.
[Delete]
Deletes the message which appears in the editing window of the current screen.
[Save]
Saves the changes made in the editing window of the current screen.  [Undo]
Clears any editing that the user may have begun.  [Next]/[Previous]
Not applicable to this screen. These buttons are always dimmed.  [Print]
Prints the contents of the message currently being displayed in the editing window of this screen.  [Query]
Returns to the Outgoing Message Query screen.  [Cancel]
Returns to the previous screen.
[Help]
Displays the on-line help for this screen.
3.3.7.2 Outgoing Message Generation for SRO Schedule (Part 2)
To get this screen:
Outgoing Messages> Consolidated SRO Schedule (Part2)> Outgoing Message Generation
This screen looks and operates the same as the screen described in Section 3.3.7.1. For buttons and data field descriptions and a picture of this screen, see Section 3.3.7.1.
3.3.7.2.1 Outgoing Message Detail/Update for SRO Schedule (Part 2)
To get this screen:
Outgoing Messages> Consolidated SRO Schedule (Part2)> Outgoing Message Generation>[OK]> Message Detail/Update
This screen looks and operates the same as the screen described in Section 3.3.7.1.1. For buttons and data field descriptions and a picture of this screen, see Section 3.3.7.1.1.

## 3.3.7.3 Fresh Milk Generation for Outgoing Messages

The Fresh Milk Generation screen is a small screen that prompts for entering time information before displaying the Outgoing Message Detail/Update screen.

To get this screen:

Outgoing Messages --> Fresh Milk --> Fresh Milk Generation



Figure 3-42: Fresh Milk Generation screen

Buttons and Data fields descriptions

#### [] Tomorrow

Enter for Tomorrow's information, or a DTG range below.

#### DTG thru DTG

Enter the DTG range. This must be within a 4 day period.

Enter nothing to see the previously generated message.

#### Addressee:

Jumps to related Addressee.

#### **Header:**

Jumps to header for message.

#### Narrative:

This button is not applicable to this screen. It is always dimmed.

#### Footer:

This button is not applicable to this screen. It is always dimmed.

#### Mission:

Mission jumps to any errors caught during message generation.

[OK]

Displays the Outgoing Message Detail/Update screen.

#### [Cancel]

Returns to the previous screen.

#### [Help]

Displays the on-line help for this screen.

## 3.3.7.3.1 Outgoing Message Detail/Update for Fresh Milk Generation

The Outgoing Message Detail/Update screen is used for displaying the outgoing messages, which can be edited before transmission.

To get this screen:

Outgoing Messages --> Fresh Milk --> Fresh Milk Generation --> [OK] --> Message Detail/Update

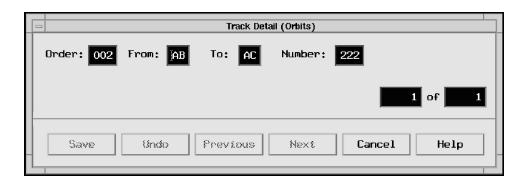


Figure 3-43: Outgoing Message Detail/Update screen

For buttons and data field descriptions, see Section 3.3.7.1.1.

## 3.3.7.4 Outgoing Message Generation for SRO Summary

To get this screen:

Outgoing Messages --> SRO Summary --> Outgoing Message Generation

This screen looks and operates exactly the same as the screen described in Section 3.3.7.1. For buttons and data field descriptions and a picture of this screen, see Section 3.3.7.1.

## 3.3.7.4.1 Outgoing Message Detail/Update for SRO Summary

To get this screen:

Outgoing Messages --> SRO Summary --> Outgoing Message Generation --> [OK] --> Message Detail/Update

This screen looks and operates the same as the screen described in Section 3.3.7.1.1. For buttons and data fields descriptions and a picture of this screen see Section 3.3.7.1.1.

## 3.3.7.5 Statistical Summary for Outgoing Messages

Outgoing Messages --> Statistical Summary --> Not implemented in this release.

## 3.3.8.1 Narrative Detail/Update for Mission Recap

To get this screen:

Narrative Text --> Mission Recap --> Narrative Detail/Update

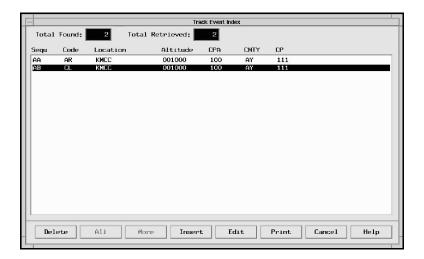


Figure 3-44: The Narrative Detail/Update for Mission Recap

For buttons and data field descriptions, see Section 3.3.2.1.

## 3.3.8.2.1 Narrative Detail/Update for Track Dictionary New Title

To get this screen:

Narrative Text --> Track Dictionary --> New Title --> Narrative Detail/Update

This screen looks and operates the same as the screen described in Section 3.3.5.3. For buttons and data field descriptions and a picture of this screen, see Section 3.3.5.3.

#### 3.3.8.2.2 Narrative Detail/Update for Track Dictionary Change Title

To get this screen:

Narrative Text --> Track Dictionary --> Change Title --> Narrative Detail/Update

This screen looks and operates the same as the screen described in Section 3.3.5.4. For buttons and data field

## 3.3.8.2.3 Narrative Detail/Update for Track Dictionary Distribution

To get this screen:

Narrative Text --> Track Dictionary --> Distribution --> Narrative Detail/Update

This screen looks and operates the same as the screen described in Section 3.3.5.5. For buttons and data field descriptions and a picture of this screen, see Section 3.3.5.5.

## 3.3.8.2.4 Narrative Detail/Update for Track Dictionary Remarks

To get this screen:

Narrative Text --> Track Dictionary --> Remarks --> Narrative Detail/Update

This screen looks and operates the same as the screen described in Section 3.3.5.6. For buttons and data field descriptions and a picture of this screen see, Section 3.3.5.6.

# 3.3.8.3.1 Narrative Detail/Update for Outgoing Message SRO Schedule (Part 1) Header

To get this screen:

Narrative Text --> Outgoing Message --> Consolidated SRO Schedule (Part1) Header --> Narrative Detail/Update

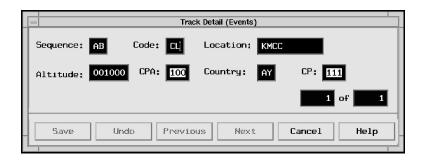


Figure 3-45: Narrative Detail/Update screen for Outgoing Message SRO Schedule (Part 1) Header

Buttons and Data Field Descriptions:

#### **Text Window:**

#### [Save]

Saves the changes made in the text window of the current screen.

## [Undo]

Clears any editing that the user may have begun.

#### [Cancel]

Returns to the previous screen.

[Help]	
Displays the on-l	ine help for this screen.
3.3.8.3.2 Header	Narrative Detail/Update for Outgoing Message SRO Schedule (Part 2)
To get this screen	1:
Narrative Text	> Outgoing Message> Consolidated SRO Schedule (Part2) Header> Narrative Detail/Update
	and operates the same as the screen described in Section 3.3.8.3.1. For buttons and data field a picture of this screen, see Section 3.3.8.3.1.
3.3.8.3.3 Narrative	Narrative Detail/Update for Outgoing Message SRO Schedule (Part 2)
To get this screen	1:
Narrative Text	> Outgoing Message> Consolidated SRO Schedule (Part2) Narrative> Narrative Detail/Update
	and operates the same as the screen described in Section 3.3.8.3.1. For buttons and data field a picture of this screen, see Section 3.3.8.3.1.
3.3.8.3.4	Narrative Detail/Update for Outgoing Message SRO Schedule (Part 2) Footer
To get this screen	1:
Narrative Text	> <u>Outgoing Message</u> > <u>Consolidated SRO Schedule (Part2) Footer</u> > Narrative Detail/Update
	and operates the same as the screen described in Section 3.3.8.3.1. For buttons and data field a picture of this screen, see Section 3.3.8.3.1.
3.3.8.3.5	Narrative Detail/Update for Outgoing Message SRO Summary Header
To get this screen	1:
Narrative Text	> Outgoing Message> SRO Summary Header> Narrative Detail/Update
	and operates the same as the screen described in Section 3.3.8.3.1. For buttons and data field a picture of this screen, see Section 3.3.8.3.1.
3.3.8.3.6	Narrative Detail/Update for Daily Schedule Header
To get this screen	
Narrative Text	> Outgoing Message> Fresh Milk Header> Narrative Detail/Update
This screen looks	and operates the same as the screen described in Section 3.3.8.3.1. For buttons and data field

# 3.3.8.3.7 Narrative Detail/Update for Daily Schedule Footer

descriptions, and a picture of this screen, see Section 3.3.8.3.1.

To get this screen:  Narrative Text> Outgoing Message> Fresh Milk Footer> Narrative Detail/Update  This screen looks and operates the same as the screen described in Section 3.3.8.3.1. For buttons and data field descriptions, and a picture of this screen, see Section 3.3.8.3.1.				
			3.3.8.3.8	Narrative Detail/Update for Mission Cancellation Header
			To get this screen	
Narrative Text>	> Outgoing Message> Mission Cancelation> Narrative Detail/Update			
This screen looks and operates the same as the screen described in Section 3.3.8.3.1. For buttons and data field descriptions, and a picture of this screen, see Section 3.3.8.3.1.				
3.3.8.3.9	Narrative Detail/Update for Mission Cancellation Footer			
To get this screen				
Narrative Text>	> Outgoing Message> Mission Cancellation> Narrative Detail/Update			

This screen looks and operates the same as the screen described in Section 3.3.8.3.1. For buttons and data field descriptions, and a picture of this screen, see Section 3.3.8.3.1.